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If you should require any further information then please do not hesitate to contact us. We will be pleased to help you.

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According to the EQUITABLE EARTH Program rules, a project must undergo a validation by a validation/verification body. TÜV NORD CERT GmbH is an accredited validation/verification body for validation and verification of projects under EQUITABLE EARTH with additional competence based on project specific knowledge, training and experience.

## **1. GENERAL SCOPE OF WORK**

Validation is the independent evaluation of the project design, in particular the project's baseline study and monitoring plan, which are included in the Project Design Description (PDD), and other relevant supporting documents, against EQUITABLE EARTH Program rules and associated interpretations, as well as host country requirements.

The validation is based on the information made available to TÜV NORD CERT GmbH and on the contract conditions. TÜV NORD CERT GmbH cannot be held liable by any entity for making its validation opinion based on any false or misleading information supplied to it during the course of validation.

TÜV NORD CERT GmbH employs a risk-based approach in the validation, focusing on the identification of significant risks for project implementation and the generation of carbon units.

The validation is not meant to provide any consulting to the project developer (entity or individual responsible for initiating, planning, and implementing ecosystem restoration projects). However, stated requests for clarifications and/or corrective actions may provide input for improvement of the project design.

The validation will follow the procedures of TÜV NORD CERT GmbH Climate Project Standard Quality manual and the applicable EQUITABLE EARTH Program rules.

## **2. VALIDATION PROCESS**

The validation of the project shall follow the sequence of steps presented below.

### **2.1. Desk Review**

The validation is performed as per Audit Plan mentioned in the EQUITABLE EARTH Project Mandate. In order to start related work, the project developer has to provide the TÜV NORD CERT GmbH with the latest version of the project design description and supporting documents related to the project design document, the data collection processes and compliance with EQUITABLE EARTH Programme and Methodology. Furthermore, the validation team may request additional documentation by third parties like host-party legislation, technical reports referring to the project design or to the basic conditions and technical data. Documentation for desk review must be provided at least four weeks prior to the planned on-site visit or remote audit.

### **2.2. Please refer to the EQUITABLE EARTH Website ([Programme Documents | EQUITABLE EARTH](#)) (for the relevant templates. On-site visit and follow-up interviews**

Visits of the project site(s) / PPs offices will be carried out in line with the EQUITABLE EARTH Program rules, EQUITABLE EARTH Validation and Verification Procedure, and related stakeholders as applicable. TN CERT will evaluate the necessity of an on-site visit as per EQUITABLE EARTH Remote Audit policy of the Validation and Verification Procedure. To ensure an efficient validation process, the

project developer has to provide all necessary information and documentation during the site visit and grant access to relevant sites and persons. If TÜV NORD CERT GmbH determines that the information provided by the Project developer is insufficient for conducting the validation, TÜV NORD CERT GmbH may, at its sole discretion, request follow-up interviews with project stakeholders or consultants.

TÜV NORD CERT GmbH prepares the audit by:

- Determining to which extent the project will be visited on-site (on the basis of a statistical analysis considering the nature of the project).
- Carrying out a strategic analysis considering all relevant information sources.
- Organising the logistical aspects if an onsite visit is planned, including the agenda and whom to interview.

Typical activities on-site include:

- Opening and introduction meeting, explanation of objectives of the validation,
- Interviews with data co-ordinators, process engineers and other key personnel at site,
- Check of monitoring equipment, as applicable,
- Interviews with local project stakeholders, as applicable,
- Closing meeting including presentation of any preliminary results.

An on-site visit and assessment focuses on the following key areas:

- Project installation as per EQUITABLE EARTH Project Design Description and Methodology, if applicable,
- Calculations and assumptions made in determining the projected emission reduction data,
- Controls in place to prevent, or detect and correct any significant errors or omissions in the selected monitoring parameters to be reported.

### **2.3. Resolution of Corrective Action Requests and Clarification Requests via Preliminary Findings List and Draft Validation Report (DVR)**

In order to remedy any mistakes, problems or any other outstanding issues that need to be clarified for positive conclusion on the project design, TÜV NORD CERT GmbH will formally communicate the project developer the findings in form of CARs and CL with the help of a validation checklist, in order to arrive at conclusions related to the claimed emission reductions. In the event of issuance of CARs / CLs the project developer will have to close CARs and respond to CLs before the validation can be completed.

It is the responsibility of the project developer to respond to the CARs and CLs reported by TÜV NORD CERT GmbH in a timely manner. The CARs and CLs stated in the preliminary findings list will have to be resolved by the project developer, if these are issued. The requests can be resolved or “closed” by the project developer by modifying the project design and by rectifying and updating the project design

documentation. If findings cannot be solved, this may cause the project to not be recommended for registration, and subsequently the projected emission reductions not to be validated and verified. The number of assessments on the corrective actions for closure of CARs and CLs raised is limited to two consecutive rounds. For further resolution, EQUITABLE EARTH and TÜV NORD CERT GmbH may enter into an amendment for additional man-days required.

In addition to the preliminary findings list, the project developer will receive a draft validation report, based on the initial desk review and on-site visit.

#### **2.4. (Final) Validation Report (FVR)**

Following the completion of the validation assessment, i.e. the closure of all findings communicated by TÜV NORD CERT GmbH, a validation report will be prepared

#### **2.5. Technical review & Final Approval**

Before the submission of the final validation report, an internal technical review and final approval of the whole validation process will be carried out by TÜV NORD CERT GmbH.

#### **2.6. Submission to EQUITABLE EARTH**

TÜV NORD CERT GmbH will inform the project participants, the Parties of its validation decision in writing. This will be done immediately upon completion of the validation process.

TÜV NORD CERT GmbH will submit the validation report via the EQUITABLE EARTH platform to the project developer.

### **3. SCHEDULE OF EVENTS**

Precondition for starting the validation as per the scope and procedures set out above is the submission of all necessary project-related documents such as but not limited to the PDD, the financial calculation spreadsheet (if applicable), the emission reduction calculation, and all necessary documentation regarding EQUITABLE EARTH Program rules by the project developer to TÜV NORD CERT GmbH. The project developer shall submit all necessary project-related documents at least four (4) weeks before TÜV NORD CERT GmbH's (first) site visit. If the project developer fails to meet the aforementioned timeline or fails to submit any project-related documents that TÜV NORD CERT GmbH requested or which the project developer should reasonably have submitted to TÜV NORD CERT GmbH, TÜV NORD CERT GmbH may, at its sole discretion, postpone its site visit(s).

TÜV NORD CERT GmbH will use reasonable efforts to forward the Preliminary Findings List and the DVR including the CARs and CLs to the project developer within 20 business days of its (final) site visit. Upon the project developer's submission of its response to CARs and CLs, TÜV NORD CERT GmbH will use reasonable efforts to finalise the FVR: within 50 business days, corrective actions between TÜV NORD CERT GmbH and project developer shall be completed, and technical review and final approval conducted by TÜV NORD CERT GmbH. This timeline applies under the condition of a maximum of two review rounds for the project developer. TÜV NORD CERT GmbH shall assess responses to identified non-conformities and provide feedback within 10 business days. This timeline applies under the condition of project

developer responding within 15 business days. Within 15 business days, the Validation Report and its independent review shall be finalized (FVR).

#### **4. TEAM COMPOSITION**

An experienced team will carry out the validation of the project.

The validation team will consist of experienced (lead) auditors and experts covering technical, methodological, environmental, host country and socio-economic competence as required.

The final team composition will be announced after conclusion of contract and in the course of the audit planning. EQUITABLE EARTH has the right to reject any team member with sufficient justification.

Related Curriculum Vitae of the audit team will be provided upon request vide [operations.carbon@tuev-nord.de](mailto:operations.carbon@tuev-nord.de).

#### **5. RIGHTS AND RESPONSIBILITIES OF TÜV NORD CERT GMBH**

TÜV NORD CERT GmbH shall be entitled to interview attorneys, engineers, analysts, accountants, or other parties deemed by TÜV NORD CERT GmbH to have the qualifications necessary to assist in the performance of the service. TÜV NORD CERT GmbH may select and engage such persons without EQUITABLE EARTH prior approval save that, should the project developer and EQUITABLE EARTH advise TÜV NORD CERT GmbH that a conflict of interest exists, TÜV NORD CERT GmbH will take all necessary measures to engage alternate advisors. TÜV NORD CERT GmbH may also consult with stakeholders to assist in the performance of the service. Stakeholders shall include the public, including individuals, groups or communities affected, or likely to be affected, by the activity in question. In performing the service, TÜV NORD CERT GmbH shall observe and obey all applicable laws, regulations, rules and standards imposed by any government or other duly constituted authority having jurisdiction in the host country.

TÜV NORD CERT GmbH by accepting the offer neither automatically guarantees a positive validation opinion nor the registration of the project.

TÜV NORD CERT GmbH has the right to subcontract members of the TÜV NORD GROUP of other entities and external individuals.

TÜV NORD CERT GmbH has the right to conduct interviews, meetings and/or discussions with project developer's employees and agents on any matters relating to the service.

#### **6. RESPONSIBILITIES OF THE PROJECT DEVELOPER**

The project developer is responsible for: Preparing a Project Design Description (PDD), and further project specific documents (if necessary) in compliance with the rules set by the applied scheme. Providing TÜV NORD CERT GmbH with

- The necessary and requested access to project developer books, records, information systems and facilities such that TÜV NORD CERT GmbH is able to validate the data and information in the PDD.
- All information, documentation, data or other material or taking all measures required by the scheme unless TÜV NORD CERT GmbH is expressly responsible for providing such measures.

- All obligations of the project developer shall be performed according to the scheme in force when performing the obligations. In case of changes to the scheme affecting performances already rendered the project developer shall amend or render anew its performances accordingly.